



UGANDA NATIONAL BUREAU OF STANDARDS
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EXTERNAL ADVERTISEMENT

The Uganda National Bureau of Standards (UNBS) is a statutory body under the Ministry of Trade, Industry and Co-operatives established by the [UNBS Act](#) Cap 327. It is governed by the National Standards Council and headed by the Executive Director who is responsible for the day-to-day operation of UNBS. The mandate of UNBS is to develop, promote and enforce national standards in order to enhance competitiveness of Ugandan products, promote fair trade and protect consumers and the environment.

The Bureau is now seeking to recruit a dynamic qualified Ugandan professional with a high level of integrity to fill the position below.

1. Statistician – 1 Position

UNBS is an equal opportunities employer.

The details of this job advert are on the UNBS website: www.unbs.go.ug

Mode of Application

Interested persons with the requirements are encouraged to apply as per the guidance below;

- i. Please follow the link thus; <https://hrm.unbs.go.ug/jobs/apply>
- ii. Use your email address for registration
- iii. Fill in all tabs as per the application as required
- iv. Attach your updated CV with mobile telephone numbers indicated, copies of academic qualifications and national identity card under the tab for documents
- v. Complete your application by clicking 'submit application'
- vi. No hand delivered applications will be received

Please NOTE:

- ✓ *Any form of canvassing will lead to automatic disqualification.*
- ✓ *UNBS does not request for any payments at any stage of recruitment and review process*
- ✓ *Only shortlisted candidates will be contacted*
- ✓ *Applications are open from **4th October 2021 to 15 October 2021, 5.00pm.***

ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED

STATISTICIAN – 1 position

Reporting to the Principal Corporate planner, the successful candidate shall be required to perform the following duties;

- Ensure timely data collection
- Participate in the data reconciliation processes in order to improve accuracy and reliability of the data
- Examine data collected and identify all recognizable errors that could affect the reliability of data.
- Ensure timely entry of data collected into the Program Based System.
- Assist in the timely preparation of monthly MIS(LIMS, PVOC) reports
- Assist in the process of data analysis for key operating variables
- Participate in operational performance surveys.
- Participate in the preparation of quantitative forecasts of key operating variables
- Assist in Examining all the actual data pertaining to business performance and make suggestions for forecasts based on actual performance
- Assist in the update and maintenance of a database of information for use strategically
- Assist in the preparation of the Annual Statistical Report for submission to UNBS stakeholders.
- Participate in revenue data reconciliation process.
- Any other duties as may be assigned from time to time.

QUALIFICATIONS AND OTHER REQUIREMENTS

- Bachelor's Degree in Statistics, Statistics & Economics or Quantitative Economics
- Demonstrated ability in the use of quantitative and qualitative methods including questionnaire design, survey techniques, and participatory approaches
- Computer proficiency with MS Office and Statistical Programs (e.g SPSS, STRATA, EPIINFO, Eviews)
- Proven knowledge of data management methods and applications
- Excellent oral and written communication skills
- Proven strong report writing skills and ability to present survey findings
- Good interpersonal skills.

- Working experience of 2 years in a related field from a reputable organisation
- **Age:** Not more than 30 years.